



**COUNTY OF LOS ANGELES**  
LOS ANGELES COUNTY ASSESSOR'S OFFICE  
**OPEN COMPETITIVE JOB OPPORTUNITY**



**THIS ANNOUNCEMENT IS A REBULLETIN TO UPDATE THE SALARY AND SPECIAL REQUIREMENT INFORMATION AND SUPERSEDES BULLETIN NUMBER 040-01-2006 POSTED ON JANUARY 25, 2006, WITH THE ORIGINAL FILING DATE OF OCTOBER 12, 2005. PERSONS WHO HAVE ALREADY APPLIED NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION BY THE LAST DAY OF FILING. THE INFORMATION MUST INCLUDE THE CORRECT EXAMINATION TITLE AND NUMBER.**

Bulletin No. 040-01-2007

Posting Date: February 01, 2007

**JOB TITLE**

**PRINCIPAL APPRAISER / OIL**

**EXAM NUMBER**

G1970X

**FILING DATES**

October 12, 2005 until needs are met

**SALARY**

\$5,713.73 - \$7,494.18 **MONTHLY**

**ESSENTIAL JOB FUNCTIONS**

Performs complicated discounted cash flow analysis for standard refinery appraisals; analyzes company records involving new purchases of equipment to determine what is assessable; performs a complete refinery appraisal for assessment purposes; works with attorneys on the presentation of complicated court cases to ensure that the Assessor's case is adequately presented to the court; calculates the Replacement Cost New of each unit based on Process Flow Diagrams and Piping and Instrumentation Diagrams; calculates charge and yields for each process unit in a refinery; drives to different locations to appraise oil refineries.

**SELECTION REQUIREMENTS**

Master of Science degree or higher from an accredited institution\* in chemical engineering and five years engineering experience working in a petro-chemical processing plant.

**OTHER REQUIREMENTS:** Appointees must meet certification requirements established by the California State Board of Equalization within one year of employment.

**Physical Class:** 2 - Light:

Light physical effort which may include occasional light lifting to a 10 pound limit, and some bending, stooping or squatting. Considerable walking may be involved.

**Licenses:** A valid California Class "C" Driver License is required to perform job-related essential functions. Appointees will be required to provide automobiles and drive them in the County service at the rate of compensation allowed by the Board of Supervisors.

**Special Requirement Information:** You **MUST** include official transcripts or a copy of your diploma with your application. Your transcripts/diploma must indicate that you meet the selection requirement. Applications submitted without the required document will be rejected as incomplete.

\*Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of

Human Resources. Publications such as **American Universities and Colleges and International Handbook of Universities** are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by **The National Association of Credential Evaluation Services**.

**License Information:** Successful applicants for this position will be required to obtain a copy of his/her driving record from the California State Department of Motor Vehicles before being appointed. A copy of your driving record must be presented at the time of your appointment. License must not be suspended, restricted, or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS FOUR OR MORE MOVING VIOLATIONS WITHIN THE LAST TWO YEARS WILL NOT BE APPOINTED.**

**SPECIAL  
INFORMATION**

**Shift:** Any Shift

**VACANCY  
INFORMATION**

The resulting eligible register for this examination will be used to fill vacancies in the Assessor's Department.

**EXAMINATION  
CONTENT**

This examination will consist of an interview weighted 100%. The interview is designed to assess education, experience, personal fitness and general ability to perform the duties of this position. No person may compete for this examination more than once every six months.

**ELIGIBILITY  
INFORMATION**

The names of candidates receiving a passing grade in the examination will be placed on the eligible register in the order of their score group for a period of 12 months following the date of promulgation.

**\* \* \* \* IMPORTANT INFORMATION \* \* \* \***

**APPLICATION  
INFORMATION**

For this examination, applicants must file the standard County of Los Angeles Employment Application at the Assessor's Personnel Office. Applications filed at any other location will be rejected. Applicants must meet the selection requirements at time of filing. This examination will remain open until the needs of the department are met and is subject to closure at any time without prior notice. An eligible register will be established as a result of this examination.

Complete your application thoroughly and correctly so that you will receive full credit for your related education and experience. The acceptance of your application will depend on whether you have clearly shown that you meet the Selection Requirements. Please be sure your application shows complete information, including dates for education and jobs held which relate to this position. In the space provided for education, include the names and addresses of schools/colleges attended, title of courses completed, dates completed and number of credits/units earned, degree(s) earned, and dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, number of hours worked per week, description of work performed and salary earned. Attach an additional page(s) to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.

**Appointees** who provide a copy of their diploma with their application must furnish their OFFICIAL COLLEGE TRANSCRIPTS before appointments become final. No person will be appointed who does not provide his/her official transcripts (showing date of graduation, degree awarded, major, and the official Seal of the Registrar) BEFORE the starting date of employment.

**DISABILITY  
ACCOMMODATIONS**

**Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:**

Hall Of Administration, Room 350  
500 W. Temple Street  
Los Angeles, CA 90012  
(213) 974-3161

**Americans with Disabilities Act of 1990:** All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (213) 974-2352.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (213) 974-2352. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (213) 974-0911 . The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL  
OPPORTUNITY  
EMPLOYER**

**Equal Employment Opportunity:** It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT  
COMPLIANCE**

**Los Angeles County Child Support Compliance Program:** In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

**VETERAN'S  
CREDIT**

**VETERANS' PREFERENCE CREDIT** of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

**EMPLOYMENT  
ELIGIBILITY  
INFORMATION**

**Employment Eligibility Information:** Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**RECORD OF  
CONVICTIONS**

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

**SOCIAL SECURITY  
ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website [www.socialsecurity.gov](http://www.socialsecurity.gov), or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.